



The vestry was called to order at 7:15 pm, once a quorum (2/3) was present.

Attendance

Duncan Allen	X	Nardin Baker	X	Joe Barr	X		
David Carnahan	X	Kimberly Conrad	X	Denise DeGroff	X	Janet Haines	X
Tim Lysaght	X	Nicholas Morris-Kliment	X	Jeff Murphy	X	Stefano Migliuolo	X
Scottie Miller	X	Michael Niden	X	Patty Smith	X	Phil Trussell	X
Martin Walter	X	Linnea Wren					

Christian Formation

We read Evening Prayer from the Prayer Book, which included Psalm 16, and Numbers 21-49, ending with a prayer of Thanksgiving on page 836.

Information

Joe welcomed the new vestry.

• **Worship**

Simple Sundays have varied widely, with Super Bowl Sunday being the low (3) and the max being 30, averaging in the mid to high teens. We have a large range of ages attending as well. Overall we are pleased. Our listing of service times in the newspapers is in need of update. Nick is applying for a grant that would pay for music.

• **Organ**

Three builders have been hired to come examine the organ. Each has been invited to submit 2 schemes for repair/replace. We are not going for a capital campaign until we get several opinions on what work needs be done.

• **Expressions**

Phil Trussell reviewed the situation with Expressions, whose lease with Christ Church ends on June 30, 2018. They submitted a list of 12 items they would like to see improved. A group of Christ Church members led by Rich Gatto (Mark Lane, Phil Trussell, and Bob Begin) are reviewing these requests and seeking to repair CCN's relationship with Expressions in general. They have been here for ~ 12 years, but all is not smooth. We will have to improve their space somewhat, but they do want to stay, and we hope to sign a five year lease.

• **Anonymous Gift**

An anonymous gift to the church was given to the church to establish a scripture study fund, the income from which would support related activities. The Vestry will discuss formally accepting the gift at its next meeting. Vestry members voiced their interest in ensuring proper governance for this fund, and other funds from past gifts.



Discussion

• **Treasurer’s Report**

There is little to discuss at this point in the year. Pledge income is on track with expectations. We will work to add a collection for the 5:40 pm Sunday service. We will experiment with a condensed version of the treasurer’s statement for months between the quarterly reports.

• **Warden’s Roles**

Nick reviewed the Wardens’ roles in the church. We have one (Joe Barr) at present, and no new candidates have presented themselves for the other Warden spot. One suggestion is to rotate responsibilities quarterly among Vestry. Every other week is a planning meeting for the agenda. From our bylaws, the Vestry can appoint a warden to serve the term or until resignation. *A motion was made to appoint Tim Lysaght as Warden. The motion passed unanimously.*

Joe reviewed a complaint that was received, namely that there were not enough paper copies of the program each Sunday.

• **Retreat Preparation**

Nick and Nancy Gosling have begun preparations for the retreat on the 16th-17th of March. One activity is to review the roles and functions survey we circulated as part of our Mutual Ministry Review. Nick also sent along the Kairos review. Each member of the Vestry was asked to look at these 2 documents and to come up with at least two areas that they believe the Vestry must lead the congregation in addressing.

Our homework was to identify two areas where we need focus. Each vestry member identified areas which included:

Inreach Hospitality	11
C.Education & Formation	6
Outreach and Community	5
Sustainability: Stewardship and Finance	4
Sustainability: building and grounds	2
Liturgy and Worship	1
Attendance	1
Sustainability: Governance	1
Inreach Pastoral care	1
Sustainability: Administration	1
Sustainability: Communication	1
Sustainability:attendance	0

Decision

• **Housing Allowance**

Whereas the Reverend Nicholas Morris-Kliment is compensated by Christ Church exclusively for the services as a minister of the gospel; and

Whereas Christ Church provides Fr. Morris-Kliment with a rectory; therefore, it is hereby

Resolved, that the total compensation paid to Fr. Morris-Kliment for the calendar year commencing January 2018, shall be \$99,539 of which \$34,962 is hereby designated to be a housing allowance; and it is further Resolved, that the designation of \$34,962 as a housing allowance shall apply to calendar year 2018 and all future years unless otherwise provided.

The motion was approved.



• **Jennifer McCracken Approval of Candidacy for Priesthood**

Tim Lysaght made a motion for the approval of Jennifer McCracken as a candidate for the Diaconate, following the signatures of Vestry members and officers present on the official form for the Diocese. The motion was approved.

Parking Lot

Present as new business in one month, address in subsequent meeting. Add the date for each issue added to the list. Assign responsibilities to review the issue, Address as possible each meeting.

Items:

Date	Issue	Date	Issue	Date	Issue	Date	Issue
9/17	Elder act. L.W.	10/20	Stained glass lighting DC				
9/17	Stucco Property Committee						
12/2018	Online sermons						

DATES TO REMEMBER

Friday, March 16, 6pm to Saturday March 17, 3pm Vestry Retreat, Bethany House of Prayer, Arlington

April 10th to be the next Vestry meeting date .

J. McCracken will be ordained as a deacon on June 2nd at Cathedral in Boston

Meeting adjourned at 9:00 with the Lord’s prayer.



Appendix A Financial Statement

January 2018 Treasurer's Statement	2018 Budget	2018 Actual	Actual - Budget	Actual / Budget	2018 Annual Budget	Projected 2018 Year End	Difference
Revenue :							
Offerings							
Pledge Income and Regular Support	\$ 32,560	\$ 33,420	\$ 860	102.6%	\$ 397,500	\$ 397,500	\$ -
Loose Plate	\$ 420	\$ 429	\$ 9	102.1%	\$ 5,168	\$ 5,168	\$ -
Christmas & Easter Offerings	\$ -	\$ 245	\$ 245	#N/A	\$ 5,200	\$ 5,200	\$ -
Donations/Gifts	\$ 283	\$ 4,896	\$ 4,613	1730.0%	\$ 10,600	\$ 10,600	\$ -
Fund Raising Events	\$ -	\$ 20	\$ 20	#N/A	\$ 12,500	\$ 12,500	\$ -
Investment Income							
Facility Rental Income	\$ 5,670	\$ 9,081	\$ 3,411	160.2%	\$ 95,000	\$ 95,000	\$ -
Endowment Income	\$ -	\$ -	\$ -	#N/A	\$ 61,155	\$ 61,155	\$ -
Total Operating Revenue	\$ 38,933	\$ 48,091	\$ 9,158	123.5%	\$ 587,123	\$ 587,123	\$ -
Expense :							
Operations & Education							
Child Care	\$ 170	\$ 252	\$ 82	148.2%	\$ 2,208	\$ 2,208	\$ -
Family Ministries	\$ 45	\$ -	\$ (45)	0.0%	\$ 1,800	\$ 1,800	\$ -
Adult Education	\$ 10	\$ -	\$ (10)	0.0%	\$ 150	\$ 150	\$ -
Holy Grounds	\$ 58	\$ -	\$ (58)	0.0%	\$ 700	\$ 700	\$ -
Music	\$ 987	\$ 750	\$ (237)	76.0%	\$ 13,000	\$ 13,000	\$ -
Office Supplies & Expense	\$ 1,361	\$ -	\$ (1,361)	0.0%	\$ 6,500	\$ 6,500	\$ -
Vestry	\$ -	\$ -	\$ -	#N/A	\$ 750	\$ 750	\$ -
Postage	\$ 237	\$ -	\$ (237)	0.0%	\$ 1,650	\$ 1,650	\$ -
Stewardship & Planned Giving	\$ -	\$ -	\$ -	#N/A	\$ 500	\$ 500	\$ -
Telephone	\$ 220	\$ -	\$ (220)	0.0%	\$ 2,650	\$ 2,650	\$ -
Travel	\$ 350	\$ -	\$ (350)	0.0%	\$ 4,200	\$ 4,200	\$ -
Treasurer	\$ 1,900	\$ -	\$ (1,900)	0.0%	\$ 17,500	\$ 17,500	\$ -
Worship	\$ 310	\$ -	\$ (310)	0.0%	\$ 2,750	\$ 2,750	\$ -
Altar Guild	\$ 41	\$ -	\$ (41)	0.0%	\$ 500	\$ 500	\$ -
Flowers	\$ -	\$ -	\$ -	#N/A	\$ -	\$ -	\$ -
Technology	\$ 242	\$ -	\$ (242)	0.0%	\$ 2,750	\$ 2,750	\$ -
Communications	\$ 62	\$ -	\$ (62)	0.0%	\$ 1,250	\$ 1,250	\$ -
Fellowship	\$ 15	\$ -	\$ (15)	0.0%	\$ 1,400	\$ 1,400	\$ -
Outreach*							
Community Concerns	\$ -	\$ -	\$ -	#N/A	\$ 7,000	\$ 7,000	\$ -
Parish Partnership	\$ -	\$ -	\$ -	#N/A	\$ 3,876	\$ 3,876	\$ -
Payroll/ Taxes/ Insurance/ Pension							
Payroll Expense	\$ 25,115	\$ 20,750	\$ (4,365)	82.6%	\$ 275,900	\$ 275,900	\$ -
Taxes - Payroll	\$ 852	\$ 743	\$ (109)	87.2%	\$ 9,720	\$ 9,720	\$ -
Insurance - Health	\$ 2,130	\$ 1,926	\$ (204)	90.4%	\$ 25,560	\$ 25,560	\$ -
Church Pension Premiums	\$ 3,229	\$ -	\$ (3,229)	0.0%	\$ 38,750	\$ 38,750	\$ -
Continuing Education (Clergy)	\$ 208	\$ -	\$ (208)	0.0%	\$ 2,500	\$ 2,500	\$ -
Property Improvements & Maintenance							
Building Repairs	\$ -	\$ 725	\$ 725	#N/A	\$ 17,500	\$ 17,500	\$ -
Building Maintenance	\$ 1,049	\$ 332	\$ (717)	31.6%	\$ 18,750	\$ 18,750	\$ -
Grounds	\$ 840	\$ -	\$ (840)	0.0%	\$ 13,000	\$ 13,000	\$ -
Building Supplies	\$ 331	\$ -	\$ (331)	0.0%	\$ 3,800	\$ 3,800	\$ -
Cleaning Service	\$ 1,625	\$ -	\$ (1,625)	0.0%	\$ 19,500	\$ 19,500	\$ -
Electricity	\$ -	\$ -	\$ -	#N/A	\$ 4,000	\$ 4,000	\$ -
Heat (fuel - oil & gas)	\$ 1,946	\$ -	\$ (1,946)	0.0%	\$ 12,250	\$ 12,250	\$ -
Insurance - General	\$ -	\$ -	\$ -	#N/A	\$ 24,000	\$ 24,000	\$ -
Copier	\$ 410	\$ 155	\$ (255)	37.8%	\$ 5,200	\$ 5,200	\$ -
Sewer & Water	\$ 200	\$ 865	\$ 665	432.5%	\$ 4,200	\$ 4,200	\$ -
Repay Diocesan Green Loan	\$ 460	\$ 461	\$ 1	100.2%	\$ 5,531	\$ 5,531	\$ -
Diocesan Assessment							
Diocesan Assessment	\$ -	\$ -	\$ -	#N/A	\$ 67,895	\$ 67,895	\$ -
Sub-Total Expense	\$ 44,403	\$ 26,959	\$ (17,444)	60.7%	\$ 619,190	\$ 619,190	\$ -
Contingency	\$ -	\$ -	\$ -	#N/A	\$ 3,867	\$ 3,867	\$ -
Total Operating Expense	\$ 44,403	\$ 26,959	\$ (17,444)	60.7%	\$ 623,057	\$ 623,057	\$ -
Operating Surplus (Deficit)	\$ (5,470)	\$ 21,132	\$ 26,602		\$ (35,934)	\$ (35,934)	\$ -